



Holiday Lighted Parade
Kerrville, Texas

OFFICIAL ENTRY FORM HOLIDAY LIGHTED PARADE KERRVILLE, TEXAS

Parade Date:
Saturday, November 23, 2013
6:00 p.m.

Event Sponsor:
Kerrville Main Street Program

Please answer each question and be specific. Entries will not be accepted until all information is complete. **All entries must be received by Nov. 9, 2013.** A separate entry form must be completed for each entry. Parade spots are limited to the first 100 entries. Due to size and timing of event we are only able to accommodate 100 entries.

IMPORTANT: You will receive a parade confirmation and further instructions regarding check-in time, your group and individual parade number one (1) week prior to the parade date. Please list the contact person, email address, and mailing address to which this information should be mailed and or emailed.

Name of Entry: _____

Contact Person: _____

Address: _____

City: _____ State: _____ ZIP: _____

Phone: _____ Cell: _____

Email: _____

Sponsoring business or organization: _____

ENTRY DESCRIPTION

Select a type of entry from the list below. A separate entry form must be completed for each entry, i.e. if you are registering two separate cars, each must be listed on separate forms. **ABSOLUTELY NO 18 WHEELERS WILL BE ALLOWED.**

☐ Float: Total length, including tow vehicle: _____ Est. number of riders: _____

Is the float built on a truck & trailer? ☐ Yes ☐ No ☐ Other: _____

Will your entry include music? ☐ Yes ☐ No

Will your entry have pets riding on it? ☐ Yes ☐ No If yes, what kind? _____

☐ Vehicle: List make & model: _____

☐ Marching Band: Est. number of marchers: _____

☐ Walking Group/Marchers: Est. number in group: _____

☐ Royalty and Title: _____

Note: Royalty is responsible for providing for transportation and vehicle signage

☐ Other: Please describe. Be specific: _____

[Turn OVER for additional information]

COMMENTS FOR PARADE ANNOUNCER

Provide a description of your entry. Be as specific as possible, including previous parade participation. The information provided below will be read (as written) by the parade commentator.

The undersigned agrees to participate in the Kerrville Main Street 2013 Holiday Lighted Parade to be held Saturday, November 23, 2013, at 6:00 P.M. in Downtown Kerrville. We agree to cooperate in every way possible and to abide by the established rules in order to insure the safety and success of the parade.

Kerrville Main Street members shall not be responsible and / or held liable for the property of the participants from theft, damage by fire, water, accidents and / or other causes of injuries. It is hereby understood and agreed that the above organization, business, cooperation, and / or individual(s) shall not hold the officers, members, agents, volunteers and / or employees of the Kerrville Main Street, and / or sponsor(s) of the event responsible for any and all liability, suit, destruction, injury, and / or claims caused by them, their volunteers and / or to volunteer, participants and / or spectators.

Signature

Date

<p>Make checks payable to: Kerrville Main Street</p> <p>Either mail entry form and fee to: Kerrville Main Street Program 701 Main Street Kerrville, TX 78028</p> <p>OR</p> <p>E-mail entry form to: donna.bowyer@kerrvilletx.gov</p> <p>Entry Fees: \$15 per entry (cash, checks, money orders and all credit cards are accepted)</p> <p>Questions: Donna Bowyer Main Street Coordinator donna.bowyer@kerrvilletx.gov (830) 258-1113</p>	<p><i>Please Print Clearly</i></p> <p>I will be paying by: ___Cash ___Check ___Credit Card</p> <p>Name on Card: _____</p> <p>Card Number: _____</p> <p>Exp. Date: _____ CVV# _____</p> <p>Signature: _____</p>
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For Internal Use Only

Entry Received: _____ Paid: _____ Check No: _____



Holiday Lighted Parade Kerrville, Texas

REGULATIONS

SANTA

Kerrville Main Street will host the Santa Claus for the Parade; please do not have any additional Santa's on your float (Blue Santa's are still considered additional Santa's and will not be allowed). Additional Santas are **not allowed** in this parade. Thank you for understanding the sensitivity of this.

ILLUMINATION

All parade entries must be thoroughly illuminated. Illumination consists of Christmas lights and other forms of lighting to where your ENTIRE entry is illuminated. Entries that show up with only the headlights on their vehicles turned on will be disqualified. Entries will not be accepted without lighting.

PARADE ASSEMBLY & DISBURSEMENT

Check in for floats, trailers, large vehicles, cars, etc., will be at 4:00 p.m. at the corner of Westminster and East Main and the line up will form along East Main Street and Clearwater Paseo. The drop off point for float riders will be at the check in point at the corner of Westminster and East Main. **VEHICLES DROPPING OFF FLOAT PARTICIPANTS WILL NOT BE ALLOWED IN THE LINE UP AREA.** The best way to enter the check in site is to come up Sidney Baker Street, turn onto Hwy 27 / Main Street and then follow Main Street until it intersects with Westminster. Do not stay on Hwy 27 at the curve; you will need to veer with Main Street.

We will have a staggered lineup every 30 minutes along East Main and Clearwater Paseo and will be grouping you into 3 groups; A, B, and C. Group A will line up at 4:00 p.m., Group B will line up at 4:30 p.m. and Group C will line up at 5:00 p.m. The participants will then step off of Clearwater Paseo at 5:30 p.m. and travel up SH 27. The three middle lanes of SH 27 will be closed. Lane closures will include the two way left turn lane and the two inside main lanes to accommodate the flow of the parade onto the parade route. The parade will take a left onto Water Street and will then start at the corner of the G Street Bridge and Water Street.

Check in for marching bands, walking groups, horse & rider clubs, etc., will be at 4:30 p.m. at the Culligan Water Store (1612 Water Street). You will remain at this location and be fed into the parade once it hits this location. The best way to enter this check in site it to go east on SH 27, turn right on G Street and Culligan will be on your right. The parade will then travel the normal route going west on Water Street to the Star and then north to the courthouse. All registered entries will receive detailed information regarding the parade assembly location, check-in times, and disbursement rules one week prior to the event. The contact person listed on the entry form is responsible for notifying all float riders and drivers about the assembly and disbursement rules.

HORSES

All horses must have a negative EIA (Coggins) with in the past 12 months. All horses must provide own street cleaners; littering ordinance strictly enforced.

LIABILITY

All entries must be registered with liability waivers on file with the Kerrville Main Street Program. (Located on application)

FLOAT RIDERS

No one is permitted to ride on car top, fender, hood, etc.

FLOAT & VEHICLE DRIVERS

All drivers must be licensed and adequately trained to drive their float. The driver should have perfect visibility of the road ahead. Once the float is in position in the line-up area, the driver must be in attendance at all times and available to move the unit as necessary. Entries must remain in position assigned, unless approved by a parade official.

DISTRIBUTION OF MATERIALS

Candy, samples or other materials of any kind may NOT be thrown or otherwise distributed from the float while on the parade route (city ordinance). Units in violation of this rule will be removed from the parade.

MARCHING UNITS

All bands and marching units shall be uniformly dressed and accompanied by an adult leader. An adult responsible for following all parade rules shall accompany youth organizations or groups.

ALCOHOLIC BEVERAGES

No alcoholic beverages of any kinds will be allowed in or on the float or tow vehicle. The consumption of any alcoholic beverage is strictly prohibited and violators will be prosecuted.

FIRE EXTINGUISHER

At least one five-pound dry chemical or 10-pound carbon dioxide fire extinguisher should be placed within easy reach of the float driver. There should be at least one fire extinguisher near each generator. **EACH FLOAT WILL REQUIRE A FIRE EXTINGUISHER.**

INCLEMENT WEATHER

The parade will be held on the day scheduled unless there is severe inclement weather. Weather updates and announcements will be made available on the City's website at www.kerrvilletx.gov or you may call (830)258-1113.

ENTRY FEES

Entry fees are as follows: \$15 for floats, trailers, large vehicles, cars, royalty, marching bands, walking groups, and horse & rider clubs. Checks should be made payable to: Kerrville Main Street.

PRIZES

Cash awards will be given for first place in each of the four categories including Marching, Youth, Non-Profit and Commercial. First place is \$150.00 and will be paid the week after the parade via check. All winners will be announced at the Courthouse Lighting Ceremony following the Holiday Lighted Parade. An announcement will be released to area media. Entries are judged on the following criteria: aesthetic quality, originality, creativity, use of animation and / or humor and use of illumination.

DISCLAIMER

The Kerrville Main Street Holiday Lighted Parade Committee reserves the right to refuse any entries not conforming to family oriented quality and high standards of the parade. Failure to comply with rules may result in removal from parade and will effect future invitations to participate. All Parade Committee Decisions are final.

QUESTIONS?

If you need more information please e-mail donna.bowyer@kerrvilletx.gov or call (830)258-1113.

CHECK IN & STAGING MAP FOR THE 2013 HOLIDAY LIGHTED PARADE

Saturday, November 23, 2013

REMEMBER:

1. Your entry **MUST** arrive to check in during your designated time. No early or late arrivals. You will receive parade confirmation and further instructions regarding check-in time, your group and individual parade number, one (1) week prior to the parade date. Please list the contact person, email address, and email address to which this information should be mailed and or/ emailed on the entry form.
2. Floats, trailers, large vehicles, cars, etc., check in at the corner of East Main & Westminster Street beginning at 4:00 p.m. for Group A, 4:30 for Group B, and 5:00 for Group C. The best way to enter the check in site is to come up Sidney Baker Street, turn onto Main Street and then follow it until it intersects with Westminster.
3. Marching bands, walking groups, horse & rider clubs, etc., check in at the Culligan Water Store (1612 Water Street) by 4:30 p.m. You will remain at this location and be fed into the parade once it hits this location. The best way to enter this check in site is to go east on SH 27, turn right on G Street and Culligan will be on your right.
4. Do NOT throw candy. The Kerrville Police Department will remove violators from the parade.
5. You **MUST** have a fire extinguisher on your float or the Kerrville Fire Department will remove you from lineup.

